

**Arizona State Board of Nursing
Policy and Procedure**

POLICY NAME

Program Survey Visits with Potential Rule Violations

EFFECTIVE DATE:
September 19, 2014



Signature

REVISION DATE(S)

CANCELLATION DATE

-
- | | | |
|---|---|--|
| <input type="checkbox"/> Administration | <input type="checkbox"/> Hearing | <input type="checkbox"/> Monitoring |
| <input type="checkbox"/> CANDO | <input type="checkbox"/> Information Technology | <input type="checkbox"/> Multi-state Licensure |
| <input checked="" type="checkbox"/> Education | <input type="checkbox"/> Investigations | |
| <input type="checkbox"/> Fiscal Services | <input type="checkbox"/> Licensing | |
-

Policy:

RN/LPN/APRN Site visits

If Board staff identify potential violations on a routine site survey visit, the program will be informed of the potential violation either at or before the conclusion of the site visit or upon discovery in reviewing documentation after the visit. The program shall inform the Board, within 3 days of being informed of a potential violation(s), whether the potential violation(s) is likely to be remedied within 60 days of the original notification. Based on the nature of the potential violations and the program's ability to remedy the potential violation, the Associate Director of Education and Evidence-based Regulation (ADE) will assign the case to one of the following pathways.

I. If all the following conditions are met the **Education Committee** shall review the Site Visit Report and self-study and make a recommendation to the Board:

1. The program indicates it is willing and able to remedy the deficiency within 60 days and does remedy the violation within 60 days.
2. The potential violation(s) are minor, one-time violations
3. The program meets or exceeds rule requirements in all other areas

II. If any of the following occur, the Education Program Administrator or ADE shall open a complaint and prepare an Investigative Report to be presented at a **Board** meeting. The Education Committee shall not have access to any site visit report or other investigational materials (A.R.S. 32-6664 (L)).

1. The program does not remedy the potential violation within 60 days.
2. The program disputes the findings (*without evidence showing the findings are in error*).
3. The program disputes the interpretation that the findings are evidence of a rule violation.
4. The findings are of a serious nature with potential to harm students, patients or faculty or promote unsafe practices.
5. The findings are part of a pattern of program unprofessional conduct or the program has had past Board action or conduct similar to the findings.

6. The findings are likely to result in Board action against the program.

CNA PROGRAM SITE VISITS

If Board staff identify potential violations on a routine site survey visit, the program will be informed of the potential violation either at or before the conclusion of the site visit or upon discovery in reviewing documentation after the visit. The program shall inform the Board, within 3 days of notification of a potential violation(s), whether the potential violation(s) is likely to be remedied within 60 days of the original notification. Based on the nature of the potential violations and the program's ability to remedy the potential violation, the CNA program education consultant will assign the case to one of the following pathways.

I. If all the following conditions are met, hold the file until the program corrects the potential violation(s) not to exceed 60 days. The file will then be reviewed by the ADE and Executive Director for approval.

1. The program indicates it is willing and able to remedy the deficiency within 60 days and does remedy the potential violations within 60 days.
2. The potential violation(s) are minor, one-time violations.
3. The program meets or exceeds rule requirements in all other areas.

II. If any of the following occur, the Education Consultant shall open a complaint and prepare an Investigative Report to present to the Board.

1. The program does not remedy the potential violation within 60 days.
2. The program disputes the findings (*without evidence showing the findings are in error*).
3. The program disputes that the findings are evidence of a rule violation.
4. The findings are of a serious nature with potential to harm students, patients or faculty or promote unsafe practices.
5. The findings are part of a pattern of program unprofessional conduct or the program has had past Board action on conduct similar to the findings.
6. The findings are likely to result in Board action against the program.